

Corporate Governance Compliance Checklist for Management Consultants

General Company Information

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|--------------|--|
| Company Name | |
| Date | |
| Prepared by | |

Checklist

| Requirement | Compliant (Y/N) | Remarks / Notes |
|--|-----------------|-----------------|
| 1. Formal Board of Directors structure in place | | |
| 2. Clear roles & responsibilities for board members | | |
| 3. Regular board meetings held as per charter | | |
| 4. Existence of Board Committees (Audit, Risk, etc.) | | |
| 5. Code of conduct & ethics adopted | | |
| 6. Conflict of interest policy implemented | | |
| 7. Transparent reporting and disclosures | | |
| 8. Compliance with legal and regulatory requirements | | |
| 9. Comprehensive risk management systems in place | | |
| 10. Clear internal controls & audit processes | | |
| 11. Stakeholder engagement policies | | |
| 12. Ongoing board & management training | | |

Supplementary Notes

- Attach relevant documents and policies as supporting evidence where necessary.
- Update the checklist on a recurring basis (at least annually).
- Use the remarks column for explanation or corrective actions if non-compliant.

Disclaimer: This is a sample template intended for internal reference by management consultants. It should be adapted to meet local regulatory requirements and specific company circumstances.